Radiologic Technology
Associate of Applied Science Degree
Program Information

State Fair Community College does not discriminate based on race, color, national origin, sex, disability, religion, sexual orientation, veteran status, or age in its programs and activities or in employment. The following persons have been designated to handle inquiries regarding the nondiscrimination policy: Director of Human Resources, Hopkins Student Services Center, (660) 596-7484, or Dean of Student and Academic Support Services, Hopkins Student Services Center, (660) 596-7393. The Hopkins Center is located on SFCC's Sedalia campus at 3201 W. 16th St. Sedalia, MO 65301. Inquires also may be directed to the U.S Department of Education, Office of Civil Rights at OCR.KansasCity@ed.gov.

Interested persons may obtain information as to the existence and location of services, activities and facilities at State Fair Community College that are accessible to and usable by persons with disabilities by contacting the Disability Resource Center, Yeater Learning Center, Room 159, SFCC, 3201 W. 16th Street, Sedalia, MO 65301, (660) 530-5832 or online at http://www.sfccmo.edu/offices-services/disability-services/

RADIOLOGIC TECHNOLOGY PROGRAM ADMISSION PROCESS

Students are eligible to submit the program application packet when all prerequisite courses are complete or will be complete by the end of the Spring semester of the year in which they are applying, meet the Essential Qualifications for the Radiologic Technology program, meet the minimum letter grade requirements on all prerequisites courses (a minimum of B or higher for BIO 207, BIO 208, and math prerequisite courses, and a minimum of C or higher for ENGL 101 or 102 and HEOC 119). No minimum GPA, cumulative or otherwise, is required for the Radiologic Technology Program. However, the **prerequisite GPA** earned by the student will be calculated into the points awarded during the selection process. GPA is checked at the end of the Spring semester of the school year in which the student is applying.

A new application packet must be submitted each year an applicant chooses to apply.

Prior to applying for admission to the Radiologic Technology program, students are **strongly encouraged** to contact the program's Student Success Navigator to help plan courses, clarify program requirements, and review students' academic history. To schedule an appointment, (face to face, e-mail, Zoom or via telephone) call Jennifer Farrar (660)596-7149 or email jfarrar6@sfccmo.edu. Current SFCC students are encouraged to schedule an appointment through Starfish. Your Navigator is available to review your application packet prior to application deadline.

In order to be considered for admission to the Radiologic Technology program, applicants must have the following steps completed by March 1st of the year they wish to enter the program. **(If currently only attending SFCC, skip step 1).**

1. *Admission to State Fair Community College (SFCC)*

Submit an online SFCC Application for Admission at www.sfccmo.edu/admissions and meet all requirements for admission to SFCC. Students must be **fully admitted (Enrollment Checklist completed)** to SFCC with all official transcripts received and articulated before application deadline. Students must submit official college transcripts from all colleges where credit was earned or attempted, including dual credit earned in high school. In progress, Spring courses will be articulated at the end of Spring semester.

NOTE: Students who are completing prerequisite courses at colleges other than SFCC must request an official transcript to SFCC as soon as grades are posted after the end of the spring semester of the year in which the student is applying. Students who are currently enrolled in prerequisite courses at colleges other than SFCC during the spring semester of which they are applying should provide unofficial transcripts with the Radiologic Application. It is the student's responsibility to verify receipt of transcripts.

2. *Pre-Entrance Program Exam*

Applicants must take a pre-entrance program exam called the ATI TEAS (Test of Essential Academic Skills) **AH (Allied Health)** exam prior to the application deadline and earn a **minimum overall score of 60 or above**. Select **ATI AH TEAS** during registration. Students are allowed to take this exam unlimited times. If a student chooses to take the exam again, the student **must wait 45 calendar days between testing dates**. Student scores are valid for three application years; program application must be received before exam results expire. SFCC administers the exam on several campuses. For additional information, please visit the SFCC Testing Center

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website https://www.sfccmo.edu/offices-services/testing-services/tests/ati-teas/ . If the exam is completed at a testing center other than SFCC, the student must request an official transcript from ATI. Official transcripts can be purchased from the ATI online store at www.atitesting.com/ati_store/. **Unofficial ATI TEAS results taken from a testing center besides SFCC will not be accepted**.

The following links may prove helpful to prepare for the exam:
https://www.mometrix.com/academy/teas-practice-test/
http://www.mometrix.com/academy/teas-test/
https://uniontestprep.com/teas
https://www.atitesting.com/teas/teas-prep
https://www.sfccmo.edu/offices-services/testing-services/tests/ati-teas/

3. *Application for Admission Form*

Complete the **Application for Admission Form** found in the application packet available at: https://www.sfccmo.edu/academics-programs/areas-of-study/radiologic-technology/. SFCC students may view their unofficial transcripts as a reference of their academic history in mySFCC>Academics>Academic Profile.

4. *Applicant Observation Form*

Students considering a career in the radiologic sciences can make a better-informed career decision if their choice is based on some personal experiences or observations. Complete a *minimum* **of 8 hours** with a Registered Radiologic Technologist in one or more clinical sites of your choosing. Review and complete the **Applicant Observation Form** in the application packet on the SFCC Radiologic Technology program website. You may make copies of the form. The Radiologic Technologist must **complete and sign** the form to verify your observation hours. Submit the signed form with your completed application packet. Applicants should **begin his process at least 3 months before** the application deadline, as some facilities will not be able to accommodate requests on a short time frame. Observation must be completed within 18 months of the application deadline.

Applicants must call and **make an appointment** with the radiology manager and/or human resources department regarding their observation. Many hospitals have requirements for students to complete prior to observation time; it is the student's responsibility to meet expected requirements. Ask the facility for the expected dress code while observing (professional dress or medical scrubs). No pierced jewelry shall be worn with the exception of two earrings per earlobe. Overall appearance should be clean and neat. A professional appearance inspires confidence in the patient.

It is recommended that students observe more than 8 hours and in more than one clinical setting. If the diagnostic imaging department is not busy on the day of the observation, the applicant is strongly encouraged to schedule an additional observation. The applicant is responsible for documenting all additional observation hours. A separate form should be used for each clinical visit. The Admissions Committee may contact the facility at which the observation hours were completed for additional information or verification.

5. *Essay*

Please use the following instructions as you prepare your admission essay:
Submit a 2-page typed essay with your SFCC student ID# in the top left-hand corner. Your name should not be used anywhere in the essay. The essay should be double-spaced, 12-point Times New Roman font, and have 1-inch margins. The essay should use correct grammar, any necessary medical terminology, punctuation, and spelling.

The essay should address the following writing prompts:

1. In your opinion, where does U.S. healthcare need to improve to better serve the population?
2. Explain the reasoning behind your answer.
3. Provide at least one solution that you believe is viable for the challenge(s) you have discussed.
4. Make sure to cite any direct information or references used, if necessary.

**Feel free to address any issue, in any branch of healthcare. Choose your topic based on something that you are informed and passionate about. Be sure to elaborate on all of your thoughts, while adhering to the length requirement.

The essay is a crucial component of the application process as many program classes include written assignments; therefore, strong writing and communication skills are essential. Communication is vital for healthcare professionals because they must be able to communicate with patients and other members of their team, such as technologists, radiologists, and nurses.
Applicants are encouraged to utilize the Academic Success Center. Students may send their papers to the tutors via email. Tutor contact information may be found at: https://www.sfccmo.edu/offices-services/tutoring-services/

The tutors may not be able to help with some healthcare-related wording, but they would be able to help with writing mechanics, such as critical thinking, organization, and professionalism, as well as sentence structure, grammar, spelling, and clarity.

6. *Application Submission*

Submit the required items (#3-5 above) and Application Checklist found in the application packet on the SFCC Radiologic Technology program website in one large envelope to the Radiology Department prior to the application deadline. Be sure to follow instructions on all forms. All application materials **must be received and articulated** in the Radiology Department by 3:00 pm on March 1st or the first business day of March.

Late application materials will **NOT** be accepted. After deadline, all complete applications will be evaluated. **All materials submitted are considered privileged and are not available for students to view. All incomplete packets will be considered ineligible. Any missing signatures will disqualify packets.**

Contact the following program personnel if you have questions about the application or admissions process:

Danielle Beumer, Program Director   Jennifer Farrar, Student Success Navigator
(660) 596-7178 dbeumer1@sfccmo.edu   (660) 596-7149   jfarrar6@sfccmo.edu

Program Prerequisites

All prerequisite courses must be completed by the end of the spring semester in which the student is applying. Additional prerequisite course work may be required based on placement exams. **Students who are completing prerequisites at colleges other than SFCC must request an official transcript to SFCC as soon as grades are posted after the end of the spring semester of the year in which the student is applying. Students who are currently enrolled in prerequisites at colleges other than SFCC during the spring semester of which they are applying should provide unofficial transcripts with the Radiologic Technology Application. It is the student's responsibility to verify receipt of transcripts.**

Prerequisites	Credit Hours	Grade Requirement
BIO 207 Human Anatomy with Lab	4 or 5	B or higher
BIO 208 Human Physiology with Lab	4 or 5	B or higher
MATH 110 Intermediate Algebra with Review The following mathematics courses will be accepted: MATH 110, MATH 112, MATH 113, MATH 114, MATH 119, or higher	3	B or higher
ENGL 101 English Composition I (or) ENGL 102 English Composition II	3	C or higher
HEOC 119 Medical Terminology	3	C or higher

*** *Any Student who has previously completed the application process will be awarded 5 additional points.*

NOTE: If a student has taken an Anatomy and Physiology I (A/P) (4 credit hours) or Anatomy and Physiology II course (A/P) (4 credit hours) from an accredited higher education institution, this does not satisfy the requirements of either Anatomy or Physiology courses that are required by this program. If a student's transcript indicates BOTH A/P I AND A/P II courses with a "B" or higher, this will satisfy the Anatomy and Physiology requirements of this program. If a student takes A/P I and A/P II and one of the grades for these are lower than a "B", the student must repeat that course or take SFCC's separate Anatomy and Physiology courses. All required (including prerequisites for the program) science courses must meet the requirement of having been completed within the last 10 years at the time of application to the State Fair Community College Radiologic Technology program.

Required General Education Courses

In addition to completing the prerequisite courses, students should make every effort to complete the following required general education courses **prior** to starting the program. These courses can be taken in conjunction with the program.

General Education Courses	Credit Hours	Grade Requirement
HIST 101 U.S. History Before 1877, (or) HIST 102 U.S. History Since 1877, (or) POLS 101 American/National Government POLS 109 Civics and the Constitutions NOTE: Students who have completed a history or government course outside the state of Missouri or a history/government course in MO that does not meet the requirement for MO Senate Bill 807 (section 170.013.1) will be required to pass POLS 109 Civics and the Constitutions (0.5 credit hour) in order to qualify for graduation.	3	C or higher
COMM 101 Public Speaking	3	C or higher

Students with Disabilities

Students with documented disabilities who are applying for admission to State Fair Community College's Radiologic Technology Program are welcome according to guidelines of the Americans with Disabilities Act (ADA) of 1990. Reasonable accommodations will be made for students with documented disabilities, who have the abilities to assume the role and meet expected educational outcomes as required for all students seeking the Associate of Applied Science in Radiologic Technology degree. These abilities are outlined in the Essential Qualifications for the Radiologic Technology Program.

Essential Qualifications for the Radiologic Technology Program

The following essential qualifications address the motor, behavioral, emotional, communication and professional conduct essential to the Associate of Applied Science Degree in Radiologic Technology at State Fair Community College. Students must meet these essential qualifications in order to be admitted and retained in the program. Students with documented disabilities who wish to request reasonable accommodations under the American with Disabilities Act must follow the college's procedure for requesting accommodations. The college reserves the right to reject requests for accommodations that would fundamentally alter the nature of an educational program, lower the academic standards, cause an undue hardship on the college, or endanger the health or safety of a student with a disability, other students, or any other member of the college community.

State Fair Community College Associate of Applied Science Degree in Radiologic Technology certifies that the holder of that degree has been educated to competently enter practice as a radiologic technologist, having demonstrated competency in cognitive, affective, and psychomotor domains. Both professional coursework and general education requirements contribute to the development and completion of these competencies. To be eligible to sit for the American Registry of Radiologic Technologists' certifying examination, all components of the degree program must be completed. In order to successfully complete these competencies and to ensure the health and safety of patients, fellow candidates, faculty, and other health care providers, the abilities listed on the following pages are required. These requirements are consistent with the employment requirements of our clinical education sites. Each person who completes a letter of recommendation form will also be evaluating the applicant's ability to meet the Essential Qualifications, and one or more concerns from the person completing the recommendation form may result in the student not being accepted to the program.

Motor Skills
With or without reasonable accommodations, a candidate for this program must be able to have sufficient motor function so that they are able to execute movements required to provide general care and examination to patients in all diagnostic imaging settings. In general, this requires candidates to be able to regularly lift at least 25-100 pounds (in assisting in patient transfers); stand/walk 6-7 hours per 8 hour shift with prolonged standing; bend, stoop and twist repetitively, lasting several minutes each time, carry up to 20 pounds, move carts weighing 200 lbs., and reach a height of 6 feet to activate emergency call buttons and reach equipment. Fine and gross motor movement of the upper extremities is required in all of the above.

Sensory
With or without reasonable accommodations, a candidate for this program must be able to observe a patient accurately, align body parts to be imaged with the x-ray beam and imaging receptor, and observe and appreciate both verbal and non-verbal communications when performing diagnostic imaging studies. Candidates should have normal functional vision with corrective eyewear. Candidates should have auditory ability sufficient for physical monitoring and assessment of client health needs, which includes hearing faint body sounds, faint voices, hearing situations when not able to see lips, and hearing auditory alarms with or without auxiliary aids.

Behavioral/Emotional

With or without reasonable accommodations, a candidate for this program must have the emotional stability in order to approach situations and apply critical thinking skills in a systematic and professional manner. They must be capable of exercising good judgment and promptly completing the responsibilities involved in the examination and care of patients. Candidates must communicate effectively and sensitively with other students, faculty, staff, patients, family, and other professionals. Candidates must be able to deal effectively with the stresses encountered in nearly 40 hours of class work per week in addition to family and life demands. They must express their ideas and feelings clearly and demonstrate a willingness and ability to give and receive feedback.

Communication

With or without reasonable accommodations, a candidate for this program must be able to effectively explain diagnostic imaging procedures to both the patient and family members, utilize questioning techniques to obtain accurate clinical histories, and give directions during the study. Candidates must be able to communicate orally and in writing with individuals of all backgrounds and educational levels.

Cognitive

With or without reasonable accommodations, a candidate for this program must be able to measure, calculate, reason, analyze, integrate and synthesize in the context of undergraduate radiologic technology education. Candidates must be able to quickly read and comprehend extensive written material. They must also be able to recall, evaluate, and apply information and engage in critical thinking in the classroom and clinical setting.

Professional Conduct

Candidates must possess the ability to reason morally and practice radiologic technology in an ethical manner. Candidates must be willing to learn and abide by professional practice standards. They must possess the attributes that include compassion, empathy, integrity, honesty, responsibility and tolerance. Candidates must be able to engage in examination and patient care delivery in all settings and be able to deliver care to all patient populations including but not limited to children, adolescents, adults, developmentally disabled persons, medically compromised patients and vulnerable adults. Candidates who are selected for the program must pass a criminal background check as required by our clinical education sites.

While these abilities are required to successfully complete the competencies leading to the Associate of Applied Science in Radiologic Technology degree, successful completion of the requirements for a degree does not guarantee eligibility to take the American Registry of Radiologic Technologists' Certifying exam. Eligibility for examination requires that the candidate be of good moral character. Conviction of a misdemeanor or felony may indicate a lack of good moral character for ARRT purposes. The ARRT Ethics Committee conducts a thorough review of all convictions. Documentation required for a review includes written personal explanation of the activity and court records to verify the conviction, sentence, and completion of the sentence.

It is important that the candidate understand that there is a moral character requirement for eligibility for examination. Anything less than complete and total disclosure of any and all convictions will be considered as having provided false or misleading information to the ARRT. This is grounds for permanent denial of eligibility for certification. The ARRT may conduct criminal background searches whenever appropriate. If you have concerns regarding your eligibility to sit for the ARRT examinations, please contact the ARRT at:

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The American Registry of Radiologic Technologists
1255 Northland Drive
St. Paul, MN 55120
(651) 687-0048
www.arrt.org
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Radiologic Technology Program Information

The SFCC Radiologic Technology Program is an intense, 22-month course of study leading to an Associate of Applied Science degree in Radiologic Technology. Through classroom theory, laboratory practice, and clinical application students learn to safely use radiation in the evaluation of trauma and disease. Students are introduced to the vast opportunities in diagnostic imaging, and achieve entry-level competency in the completion of x-ray procedures.

Institution Accreditation

State Fair Community College has been affiliated with the North Central Association (NCA) of Colleges and Schools since it was founded. Correspondence status was granted in 1968. Full accreditation was granted in 1976, 1981, 1988, and 1999. SFCC became accredited through admission to the NCA Higher Learning Commission's Academic Quality Improvement Program (AQIP) in August 2005 and continues to be accredited on an annual basis. The Higher Learning Commission can be contacted through the following:

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HLC
The Higher Learning Commission
230 South LaSalle Street, Suite 7-500
Chicago, Illinois 60604-1411
Phone: 800.621.7440 or 312.263.0456 Fax: 312.263.7462
HLC website: http://ncahlc.org/ HLC Email: info@hlcommission.org

Complaints or concerns about an Institution affiliated with the Commission can be sent to:
complaints@hlcommission.org

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Program Accreditation

The program is accredited by the Joint Review Committee on Education in Radiologic Technology (JRCERT). The JRCERT assures employers and prospective students that our program provides educational excellence and patient and professional safety. Many states that require licensure of radiologic technologists will only recognize graduates of JRCERT accredited programs. JRCERT accreditation assures graduates that they will be eligible for licensure or certification in all 50 states.

It is the faculty's desire to create the highest quality radiologic technology program available. If you have concerns with program policies or practices, please bring them to the attention of the Program Director or the Clinical Coordinator. Issues may be easily resolved once we are aware of them.

Concerns with the program's compliance with JRCERT policies are subject to the Grievance and Appellate Process. Grievances may be initiated by students, employees of SFCC, or other interested parties. For more information, refer to Regulation 2160 at: www.sfccmo.edu/about/policies-regulations/.

If the complainant believes the program still to be in violation of JRCERT policies, the JRCERT direct contact at the following:

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Joint Review Committee on Education in Radiologic Technology
20 N. Wacker Drive
Suite 2850
Chicago, IL 60606-3182
(312) 704-5300

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The State Fair Community College Radiologic Technology Program is designed to meet educational requirements for an ARRT professional license/certification in Radiography required for employment as a Radiologic Technologist in ALL 50 STATES. If you have questions about licensure/certification requirements in a specific state, contact the program directly or view the information listed in Consumer Information at https://www.sfccmo.edu/about/consumer-information/. The information will be reviewed and updated on an annual basis prior to the start of fall semester.

If a student is determined to be located in a state where the Radiologic Technology Program does not meet educational requirements, in order to enroll in the Radiologic Technology Program, the student will be required to complete an attestation prior to starting the program indicating plans to work in a state where the Radiologic Technology Program meets educational requirements.

Program Mission

The mission of the State Fair Community College Radiologic Technology Program defines the primary purpose of our existence:

> The Radiologic Technology Program at State Fair Community College is dedicated to serving the rural communities of western Missouri through the preparation of highly competent, registry-eligible medical imaging professionals.

Program Vision

The Radiologic Technology program at State Fair Community College envisions a future in which learner-centered instruction is utilized to produce graduates who are not only technically competent, but are leaders in the field. We desire to set the standard in quality radiographic education, not merely follow the standards set by others. We want to positively impact our local communities, state and nation through leadership and service. The Vision Statement succinctly identifies the essential characteristics of the radiologic technology program's future. The Vision is used to determine what constitutes success of the SFCC Radiologic Technology program in achieving its mission. With this in mind, the following vision statement was developed for State Fair's Radiologic Technology program:

> The SFCC Radiologic Technology program will be an exemplary radiologic technology program – focused on developing tomorrow's leaders, serving the community, and practicing continuous academic quality improvement.

Program Goals

Student Learning Goals:
Goal #1 - Clinical Competence: Students will be clinically competent.
Student Learning Outcomes:
- Students will apply radiation protection
- Students will demonstrate excellent positioning skills
- Students will apply excellent patient care skills

Goal #2 - Proficient Critical Thinking: Students will think critically.
Student Learning Outcomes:

- Students will perform non-routine procedures successfully
- Students will analyze radiographic images successfully

Goal #3 - Effective Communications: Students will communicate effectively.
Student Learning Outcomes:
- Students will communicate effectively with patients
- Students will communicate effectively with all clinical personnel

Goal #4 - Involved Professionalism: Students will demonstrate professionalism.
Student Learning Outcomes:
- Students will demonstrate professional behavior
- Students will follow and foster the ARRT's Code of Ethics

Graduate Learning Outcomes

Upon completion of the SFCC Radiologic Technology Program, the graduate will be able to:
- Apply knowledge of anatomy, physiology, imaging techniques and positioning procedures to accurately demonstrate human anatomy on a radiograph and other imaging receptors, making appropriate modifications as patient needs dictate.
- Exercise independent judgment and discretion in the technical performance and evaluation of examinations and procedures.
- Utilize a variety of medical imaging, image processing, and image archiving equipment in a variety of clinical settings, demonstrating safe limits of use, recognizing equipment malfunctions and reporting them to proper authority, and possessing knowledge of quality assurance activities.
- Utilize appropriate radiation protection techniques for patients and personnel.
- Provide basic patient care, safety, comfort and education and anticipate and recognize emergency patient conditions in order to initiate life-saving first aid/basic support.
- Exhibit professional and ethical behaviors, which are recognized by the standards, contained in the professional code of ethics and scope of practice as set by American Society of Radiologic Technologists and other nationally recognized professional organizations.
- Communicate professionally and competently with patients, family members, other health care personnel, and members of the general public.
- Pass the American Registry of Radiologic Technologists' examination in diagnostic radiography.

The following is information about some of the policies for the program.

Background Check (required)
State Fair Community College
Background Check Policy
Health Science Programs

The Joint Commission of Accreditation of Healthcare Organization (JCAHO), which accredits healthcare facilities across the country, enforced background screening September 2004 and has set requirements mandating that students in a healthcare field must now complete the same background check as hospital employees.

As required by clinical facilities contracted by State Fair Community College, all Health Science program students that are enrolled in a clinical course must submit to a criminal background check from the state or states in which they have resided over the past year.

Students are responsible for the payment of their background investigation, and CastleBranch must conduct the investigation.

All background checks will be evaluated according to the exclusionary criteria of the contracted clinical facilities. Failure to complete a background check will prohibit student from participating in clinical education and admission to all State Fair Community College Health Science programs.

Students with criminal histories who desire licensure or registration in Health Science Professions are urged to consult the laws governing licensure or certification in the state they intend to license/certify prior to application to the respective health science program.

The following searches are required for students attending facilities for clinical through State Fair Community College:

1. Missouri Statewide Criminal History Record Search
2. Federal Criminal History Record Search
3. Social Security Number Trace (residential history, state and date issued)
4. National Sex Offender Registry
5. Office of Inspector General Sanction Report
6. General Services Administration
7. Missouri Department of Social Services Request for Child Abuse or Neglect
8. Senior Care Registry (EDL)
9. Family Care Registry
10. Residential History Search
11. U.S. Treasury Department Office of Foreign Asset Control List of Specially Designation Nations

A United States social security number is required to initiate the Family Care Registry check. Students without a United States social security number should contact the Designated School Official (DSO) through the SFCC Student Services office for additional information.

Individuals unable to complete all required background checks or those with exclusionary criteria will be prohibited from participating in clinical education and admission to all State Fair Community College Health Science programs. Individuals who have been convicted of felonies and/or misdemeanors are encouraged to contact the program director prior to program application.

Satisfactory background check. (Background check is completed after admission to program). Any applicant who has been convicted of felonies and/or misdemeanors must discuss this matter with the Radiologic Technology Program Director. This could affect your ability to take the ARRT Registry after graduating from the program.

Student Conduct Evaluation Policy

Educational Conduct Evaluation

An educational conduct evaluation may be conducted at any time while a student is enrolled at SFCC with a declared health science or pre health science major, or when an application has been submitted to a health science program.

The student's educational conduct records will be reviewed in the internal reporting system. If conduct is identified which may make the student unsuitable for the health care profession or the health care educational environment, the concern will be brought before the Health-Science Student Conduct Committee.

The committee will review the student's records and determine the student's eligibility to enroll in the SFCC Health Science program. A student who is found responsible for conduct including but not limited to the behaviors listed below may be disqualified from enrolling in a health science program.

- Academic dishonesty

- Threats against teachers or fellow students

- Intimidating behavior

- Obstructive or disruptive conduct

- Bullying or harassment

- Disrespect for property of others

- Conduct that interferes with the academic environment

- Possession of banned items or substances on campus

- Other items listed in the SFCC student code of conduct (Reg 2610)

If a potentially disqualifying concern is identified the student will be informed via SFCC e-mail and will have the opportunity to appear before the committee. If the student does not respond to communication within 10 business days or is unwilling to appear before the committee the committee may make a decision in their absence. If the committee determines that the student is ineligible due to conduct unsuitable for the health care profession or health care educational environment the student will be informed of the committee's decision in writing via their SFCC student e-mail.

The student will then have up to 10 business days to appeal the committee's decision by submitting a written request of appeal. Initial appeals will be heard by the Health Science Dean. If the appeal is denied the Dean will inform the student in writing via SFCC e-mail.

Health Science Student Conduct Committee

The Health Science Student Conduct Committee will consist of three or more full-time SFCC Health Science employees with representation from at least three Health Science specialty areas. The committee will be convened as needed to review student conduct records which may make a student unsuitable for the health care profession.

Pregnancy Policy

Students should be aware that there is a possibility of radiation injury to an unborn fetus with the greatest risk occurring during the first trimester. A female student has the option of whether or not she wants to notify program officials of her pregnancy. If the woman chooses to voluntarily inform officials of her pregnancy, it

must be in writing and indicate the expected date of delivery. A student who notifies the program of her pregnancy has the following options:

Option #1: The student may continue the educational program without modification or interruption.

Option #2: The student may continue in the program with the following restrictions being imposed on clinical rotations. The pregnant student will have limited exposure to the following:
1. Fluoroscopic procedures
2. Portable procedures
3. Surgical procedures
4. Procedures involving radium-implant patients
5. Nuclear Medicine procedures

Substitute clinical rotations will not be provided. All clinical rotations missed by the student will be made up at the end of the program. This will result in a delay in the completion of the program. In addition to the clinical restrictions, the pregnant student will be expected to complete all of the standard clinical requirements.

Option #3: A pregnant student may request a leave of absence not to exceed one year and either withdraw from or attempt to complete the courses she is currently enrolled in. There would be a place reserved for the student in the next accepted class, and it would not be necessary to submit another application for admission to the program.

Option #4: A pregnant student may request to withdraw from the program for an indefinite period of time. If she wished to be reinstated, she must submit an application and compete for readmission to the program. Any previous coursework taken would be reevaluated at the time of readmission to assure that competency has been maintained.

A female student may withdraw declaration of pregnancy at any time. If the student chooses to voluntarily withdraw the declaration of pregnancy, she must inform program officials of her pregnancy declaration withdrawal in writing.

State Fair Community College also has a Pregnant & Postpartum Student policy as dictated by Title IX. This policy is to aid pregnant and postpartum students academically. Please contact the Dean of Student Services, Dr. Autumn Whitehead, at aporter14@sfccmo.edu to declare pregnancy with the college and request appropriate accommodations.

Health Science Communicable Disease and Immunization Policy

Individuals who choose to undertake training for a health science profession should be aware of the risks associated with health care training and professional practice. Healthcare students and professionals utilize standard precautions to reduce the risk of infectious disease exposure, however, these measures do not eliminate the risk that a student or healthcare provider may become infected.

During healthcare training in the lab and clinic setting, students will come into close contact with their instructors, classmates, and patients. With this in mind, students should make informed choices regarding their education and career.

Please review all CDC and WHO links provided below to ensure you are well informed regarding the risks associated with healthcare and with the preventative measures used to mitigate these risks. If you have concerns about your personal risk level, you should contact your healthcare provider.

CDC: Workplace Safety and Health Topics: Health Care Workers

https://www.cdc.gov/niosh/topics/healthcare/default.html
CDC: Infection Control: Standard Precautions for All Patient Care
https://www.cdc.gov/infectioncontrol/basics/standard-precautions.html
CDC: Sequence for Putting on PPE and Safe PPE Removal
https://www.cdc.gov/hai/pdfs/ppe/ppe-sequence.pdf

Upon acceptance to State Fair Community College Health Science programs, students are required to provide proof of immunization against a variety of diseases. Proof includes evidence of vaccination on an official record, school records, or positive titer results. Students must submit proof of immunization using the Medical Document Manager through their CastleBranch account **IF** your program requires it. Students not meeting immunization requirements or not receiving an approved exemption from the clinical site will be prohibited from participating in clinical education and, therefore, will be dismissed from the program. The SFCC immunization policy for Health Science students is determined by the requirements and standards of our clinical partners. The immunization policy applies equally to all students regardless of their specific clinical placement. Should clinical site requirements change, students will be required to meet the standard or will be prohibited from participating in clinical education.

Students should have received most of these immunizations during childhood, but some immunizations need to be more recent. These immunizations and tests may be obtained for a nominal fee at local county health departments.

The required immunizations include:
- COVID-19 Vaccine
  - Verification of immunization series completion and boosters as required by clinic sites
    - Series of 2 doses of monovalent Moderna or Pfizer **OR**
      - Doses at least 3 weeks apart
      - As of 5/6/23 vaccine is no longer available
    - Single dose of monovalent Johnson and Johnson **OR**
      - As of 5/6/23 vaccine is no longer available
    - Single dose of bivalent Moderna or Pfizer

- Measles, Mumps & Rubella (MMR) Vaccine
  - Laboratory evidence of immunity
    - Laboratory confirmation of rubella, mumps or measles disease OR
  - Birth before 1957 does not require immunization
  - Evidence of NO measles immunity need two doses of MMR vaccine, with the second dose administered no earlier than 28 days after the first dose.
- Varicella (Chickenpox) Vaccine
  - Laboratory evidence of immunity OR
  - Document of vaccination with 2 doses of varicella vaccine
    - 2 vaccines at least 28 days apart
- Influenza (Seasonal Flu) Vaccine
  - Verification of annual flu vaccine (fall)
- Hepatitis B
  - Laboratory confirmation of Hepatitis B immunity OR
  - Series of 3 doses of Engerix B or Recombivax HB over a 6-month period OR
    - Series needs to be started prior to beginning program of study and the remainder can be completed after program entry
  - Series of 2 doses of Heplisav-B

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- - - 2 doses at least 4 weeks apart
  - Diphtheria, Tetanus & Pertussis Vaccine
    - Documentation of having received a booster within the last 10 years
  - Tuberculosis
    - If no TB test completed in the last 12 months, must have a QFT, T-Spot, or a 2-step PPD
      - The 2-step Tuberculin Skin Test (PPD) is 2 tuberculin skin tests completed within 1-3 weeks of each other
        - Step 1 – Tuberculin Skin Test and result read within 2-3 days
        - Step 2 - Tuberculin Skin Test 1-3 weeks after step 1 and result read within 2-3 days.
    - If the student has had annual TB skin tests (PPD, QFT, or T-Spot) for the past 2 consecutive years or more, with no gap greater than 12 months between each test, evidence of the 2 prior TB tests must be submitted.
    - TB test (1 step) is required annually (PPD, QFT, or T-Spot)
    - Students with a positive TB skin test (PPD, QFT, or T-Spot) must provide evidence of having a positive TB test, and submit a negative chest x-ray report and negative TB questionnaire. A negative TB questionnaire is required annually.
      - Evidence of a positive TB skin test must be documented by one of the following:
        - Chest x-ray report indicating positive TB skin test as the reason for the exam OR
        - Official TB skin test record indicating a positive result
      - If unable to provide evidence of a positive TB skin test, the student must repeat a PPD, QFT, or T-Spot to provide documentation of a positive result

Students with approved immunization exemptions must abide by clinical facility mandates such as PPE or communicable disease testing on a regular basis (possibly at the student's expense).

Students must maintain current immunization records for the duration of the health science program and throughout the course remediation period.

Clinical Education

Clinical Education plays a very significant role in your development as a professional Radiologic Technologist. Participation in clinical rotations is not optional. Your clinical rotations will occur at a wide variety of locations and may include some evening and weekend rotations. Unlike traditional college courses, clinical rotations will usually consist of 8-hour shifts.

Some questions you should ask yourself include:
- Do I have dependable transportation?
- Will I be able to afford gas to travel to and from clinicals (keep in mind that gas prices fluctuate)?
- Will my employer be flexible with my clinical education schedule?
- How reliable are my childcare arrangements?
- What alternatives do I have if my child is too sick for daycare?

There may be times when you will miss a clinical rotation because of illness, but if you miss too much time you may be required to make that time up, repeat the course, or you may be released from the program.

Due to the small size of the facility, or the presence of students from other Radiologic Technology programs, there will be only one student at a time at many of these facilities. The technologists and staff at the facilities will make every effort to welcome you and make you feel comfortable. However, you should realize that congeniality is a two-way street. The friendlier and more outgoing you are the warmer reception you will

receive in return.

Clinical education rotations will occur at the following sites. Other sites may be added to give additional depth to your education.

Clinical Education Setting	Location	Miles from Sedalia campus	Time from Sedalia campus
Bothwell Regional Health Center	Sedalia	1	in town
Winchester Clinic	Sedalia	.6	in town
Western Missouri Medical Center	Warrensburg	29	35 minutes
Fitzgibbon Hospital	Marshall	33	35 minutes
Golden Valley Memorial Hospital	Clinton	50	1 hour 5 minutes
Carroll County Memorial Hospital	Carrollton	62	1 hour 5 minutes
Lafayette Regional Health Center	Lexington	68	1 hour 20 minutes
Boone Hospital	Columbia	70	1 hour 25 minutes
Harry S. Truman VA Hospital	Columbia	70	1 hour 25 minutes
Ellett Memorial Hospital	Appleton City	76	2 hours
Citizens Memorial Hospital	Bolivar	83.1	2 hours 20 minutes
Moberly Regional Medical Center	Moberly	102	2 hours
Samaritan Hospital	Macon	126	2 hours 10 minutes
Hermann Area District Hospital	Hermann	130	2 hours 15 minutes

Radiologic Technology Curriculum

Year 1

Prerequisites	Cr. Hr.	Fall	Cr. Hr.	Spring	Cr. Hr.
BIO 207*	4	RAD 137: Radiation Protection (16 weeks)	3	RAD 106: Clinical Ed. I (16 weeks)	3
BIO 208*	4	RAD 120: Radiographic Procedures I (1st 8 weeks)	3	RAD 124: Radiographic Procedures III (1st 8 weeks)	3
MATH 110* (or higher)	3	RAD 122: Radiographic Procedures II (2nd 8 weeks)	3	RAD 142: Trauma & Advanced Imaging (2nd 8 weeks)	3
ENGL 101** (or) ENGL 102**	3	RAD 128: Intro to Radiologic Sciences and Patient Care (16 weeks)	3	RAD 134: Rad. Exposures & Quality Control (1st 8 weeks)	3
HEOC 119**	3			RAD 146: Imaging Equipment (2nd 8 weeks)	3
Total Credit Hours	*17*	*Total Credit Hours*	*12*	*Total Credit Hours*	*15*

Year 2

Summer	Cr. Hr.	Fall	Cr. Hr.	Spring	Cr. Hr.
RAD 109: Clinical Ed. II (1st 4 weeks)	2	RAD 113: Clinical Ed. IV (16 weeks)	4	RAD 115: Clinical Ed. V (16 weeks)	4
RAD 111: Clinical Ed. III (2nd 4 weeks)	2	RAD 140: Radiologic Pharmacology (16 weeks)	3	RAD 144: Radiation Biology (2nd 8 weeks)	2
HIST 101*** (or) HIST 102*** (or) POLS 101***	3	RAD 130: Rad. Prod. and Characteristics (2nd 8 weeks)	3	RAD 150: Radiographic Pathology (1st 8 weeks)	3
Total Credit Hours	*7*	RAD 154: Sectional Anatomy (1st 8 weeks)	3	RAD 152: Image Analysis (2nd 8 weeks)	3
NOTE: POLS 109 Civics and the Constitutions (0.5 credit hour) must be taken, if previously taken history/government course does not meet the requirement for MO Senate Bill 807 (section 170.013.1).		COMM 101***	3	RAD 170: Preparing for Professionalism (16 weeks)	3
		Total Credit Hours	*16*	*Total Credit Hours*	*15*

* – required prerequisites, must be completed with a B or higher prior to entering the program.

** – required prerequisites, must be completed with a C or higher prior to entering the program.

*** – it is highly recommended that these courses be completed prior to entering the program; must be completed with a C or higher.

Revised August 2024

Radiologic Technology Tuition and Fee Schedule 2024-2025*

FIRST SEMESTER (FALL)

	IN-DISTRICT**	MISSOURI RESIDENT
12 Credit hours- Tier 3	$2,928.00 ($244/credit hour)	$3,732.00 ($311/credit hour)
Technology fee	$540.00 ($45/credit hour)	$540.00 ($45/credit hour)
Course fee: RAD 120 (Drug testing)	$30.00	$30.00
Course fee: RAD 120 (Trajecsys)	$150.00	$150.00
Course fee: RAD 120 (Radiation safety badge)	$120.00	$120.00
Course fee: RAD 122 (Drug testing)	$30.00	$30.00
Course fee: RAD 128 (CPR certification)	$14.50	$14.50
FIRST SEMESTER TOTAL:	**$3,812.50**	**$4,616.50**

SECOND SEMESTER (SPRING)

	IN-DISTRICT**	MISSOURI RESIDENT
15 Credit hours- Tier 3	$3,660.00 ($244/credit hour)	$4,665.00 ($311/credit hour)
Technology fee	$675.00 ($45/credit hour)	$675.00 ($45/credit hour)
Course fee: RAD 106 (Drug testing)	$30.00	$30.00
SECOND SEMESTER TOTAL:	**$4,365.00**	**$5,370.00**

THIRD SEMESTER (SUMMER)

	IN-DISTRICT**	MISSOURI RESIDENT
4 Credit hours- Tier 3	$976.00 ($244/credit hour)	$1,244.00 ($311/credit hour)
Technology fee	$180.00 ($45/credit hour)	$180.00 ($45/ credit hour)
Course fee: RAD 111 (Drug testing)	$30.00	$30.00
THIRD SEMESTER TOTAL:	**$1,186.00**	**$1,454.00**
YEAR ONE TOTAL:	**$9,363.50**	**$11,440.50**

FOURTH SEMESTER (FALL)

	IN-DISTRICT**	MISSOURI RESIDENT
10 Credit hours- Tier 3	$,2440.00 ($244/credit hour)	$3,110.00 ($311/credit hour)
3 Credit hours- Online tuition/Tier 3	$882.00 ($294/credit hour)	$1,083.00 ($361/credit hour)
Technology fee	$585.00 ($45/credit hour)	$585.00 ($45/credit hour)
Course fee: RAD 113 (Radiation safety badge)	$120.00	$120.00
Course fee: RAD 113 (Drug testing)	$30.00	$30.00
FOURTH SEMESTER TOTAL:	**$4,057.00**	**$4,928.00**

FIFTH SEMESTER (SPRING)

	IN-DISTRICT**	MISSOURI RESIDENT
13 Credit hours- Tier 3	$3,172.00 ($244/credit hour)	$4,043.00 ($311/credit hour)
2 Credit hours- Online tuition/Tier 3	$588.00 ($294/credit hour)	$722.00 ($361/credit hour)
Technology fee	$675.00 ($45/credit hour)	$675.00 ($45/credit hour)
Course fee: RAD 170 (ARRT Registry App)	$225.00	$225.00
Course fee: RAD 170 (Rad Tech Boot Camp)	$130.00	$130.00
FIFTH SEMESTER TOTAL:	**$4,790.00**	**$5,795.00**
YEAR TWO TOTAL:	**$8,847.00**	**$10,723.00**
TOTAL FOR ENTIRE PROGRAM:	**$18,210.50**	**$22,163.50**

* Subject to change without notice by the SFCC Board of Trustees

In-district tuition applies to residents of the following school districts: Cole Camp R-1, Green Ridge R-VIII, La Monte R-IV, Lincoln R-II, Otterville R-VI, Pettis County R-12 at Dresden, Pettis County R-V at Hughesville/Houstonia, Sedalia 200, Smithton R-VI, and Warsaw R-IX. Active-duty military personnel, reserve, National Guard members, and veterans and their dependents qualify for **in-district tuition based on residency (must be in the primary "in-district" service area-Benton & Pettis County). Standard Missouri resident rates apply to active-duty military outside the primary service area.

NOTE: Required general education courses: COMM 101, HIST 101, HIST 102, or POLS 101 not taken prior to program entry will increase tuition and fees for the semester in which they are enrolled.

Estimated Additional Program Related Expenses

There are many expenses that will be incurred in addition to course tuition and fees. While we have tried to be as thorough as possible, expenses may vary from the estimates listed.

NOTE: Additional expenses to consider include printing, supplies (notebooks, binders, and pens), laptop computer, immunizations, fuel, and vehicle maintenance.

Summer Semester (upon acceptance)	CastleBranch- this includes background check, and medical document tracker	$113.99
First Semester (Fall)	Books	$800.00
	Uniforms	$220.00
	Rad Tech Club Dues	$40.00
Second Semester (Spring)	Books	$400.00
Third Semester (Summer)	Books	$100.00
YEAR ONE TOTAL:		**$1,673.99**
Fourth Semester (Fall)	Books	$400.00
	Rad Tech Club Dues	$40.00
Fifth Semester (Spring)	Books	$550.00
	Graduation Package	$45.00
	Photos	$35.00
YEAR TWO TOTAL:		**$1,070.00**
GRAND TOTAL:		**$2,743.99**

CAMPUS RESOURCES

Additional information about the following are available at https://www.sfccmo.edu/academics-programs/student-resources-support/ and https://www.sfccmo.edu/offices-services/.

- Academic Records and Registrar Office
- Campus Safety and Security
- Campus Store
- Career Services
- Course Catalog
- Counseling Services
- Disability Resource Center
- Financial Aid
- Library
- Navigator Advising
- Residence Life and Student Activities
- Student Success Center
- Student Technology Help Center and 24/7 Help Desk
- Testing Services
- TRiO – Student Support Services
- Transfer Services
- Tutoring Services
- Veterans Services

INSTITUTIONAL POLICIES AND REGULATIONS

All institutional policies and regulations can be found on the SFCC website at:
https://www.sfccmo.edu/about/policies-regulations/
Please refer to the above website and read these policies:
- Harassment – Policy 1210
- Student Educational Records – Policy 2400
- Financial Aid – Policy 2710
- Drugs and Alcohol and Tobacco Products – Policy 2830

Please refer to the above website and read these regulations:
- Students with Disabilities Testing Accommodations – Regulation 2116
- Grievance and Appellate Process – Regulation 1385
- Student Educational Records – Regulation 2400
- Student Academic Achievement – Regulation 2500
- Student Code of Conduct – Regulation 2600
- Student Services – Regulation 2800
- Students with Communicable Diseases – Regulation 2810

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End of Radiologic Technology Associate of Applied Science
Program Information